



NATIONAL COUNCIL FOR PERSONS WITH DISABILITIES

DISABILITY MAINSTREAMING EVALUATION CRITERIA FOR THE FINANCIAL YEAR 2019-2020

NAME OF INSTITUTION ORGANIZATION.....

OBJECTIVE/TARGET	Output	MAX SCORE	Self-Evaluation Score	NCPWD Evaluation Score/Compliance Score	Remarks
1. Develop and submit disability mainstreaming Policy and its annual work plan	Policy and Work Plan Developed and Submitted <i>10mks</i>	10			
2. Reconstitute and operationalize disability mainstreaming committee	1) Disability Mainstreaming Committee Appointment Letters. <i>5mks</i> 2) Terms of reference for the Committee Members <i>2.5 mks</i> 3) Minutes of meetings <i>2.5 mks</i>	10			
3. Train Disability mainstreaming Committee, Senior Management and sensitize all staff on disability	Minutes, attendance Sheet ,Action Plan and Reports ✓ Senior Mgt <i>5mks</i>	15			

	<ul style="list-style-type: none"> ✓ DMC 5mks ✓ Staff/Students 5mks 				
4. Ensure 5% of the total staff establishment is persons with disabilities.	Disaggregated Data Sheet with % of employees with Disabilities 10mks	10			
5. Carry out accessibility and usability audit and submit the report to NCPWD	<ol style="list-style-type: none"> 1) Accessibility Audit Report 10mks 2) Implementation Plan 10mks 	20			
6. Increase equal and easy access of products and services/programmes to PWDS	<ol style="list-style-type: none"> 1) Modified Environment 5mks 2) Procurement Report (AGPO) 5mks 3) Sign Language 5mks 4) Braille 5mks 5) Adoptive Technology 5mks 	25			
Submission of Quarterly Reports	4 Quarterly Reports Q1 2.5 mks Q2 2.5 mks Q3 2.5 mks Q4 2.5 mks	10			

<u>TOTAL</u>		<u>100</u>			
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Sign By:

Chairpersons DMC: Name.....Signature.....Date....., Phone.....Email.....

Secretary DMC: Name.....Signature.....Date.....Phone.....Email.....

Official Stamp

Note:

- 1) *Disability Mainstreaming draws its activities from the **Constitution of Kenya 2010** especially **Article 54** of the Constitution, **Persons with Disability Act No. 14 of 2003**, **United Nations Conventions of Rights for Persons with Disabilities (UNCRPD)** Ratified by Kenya in **2008** among other framework and the **Disability Mainstreaming Performance Contract Guidelines for the Financial Year 2019/2020**.*
- 2) *Please use the template to do a Personal Evaluation for moderation to enable us process your Certificate of Compliance as required. The Self Evaluation should be objective and realistic to the best of your knowledge being guided by the Score assigned on each activity.*
- 3) *Enclose this **template attaching evidence** assigned to every Score for the purposes of moderation. Any Self Evaluated Score that shall not be accompanied by attached evidence shall be rejected. If you have already submitted all the evidence while submitting the 4th Quarter Report, then ignore the evidence part.*
- 4) ***NCPWD Moderated Score is final and will be reflected on the Institutions Compliance Certificate for the Financial Year 2019/2020***